



Missouri Organ and Tissue Donor Registry

REGISTRY ENROLLMENT APPLICATION PROCESS

Missouri statute 194.220-194.265 allows an individual to sign up or remove their name from the Missouri Organ and Tissue Donor Registry by contacting the Missouri Department of Health and Senior Services (DHSS). The information below outlines the specific process and the required information when submitting a paper enrollment application.

- I. Required Information** - The following core set of information is mandatory to accurately identify a registry participant as a potential donor:
- a. Full Name, including any suffix,
 - b. Address, City, State and Zip,
 - c. County of Residence,
 - d. Gender,
 - e. Date of Birth,
 - f. Social Security Number or Driver's License Number,
 - g. Purpose of Donation,
 - h. Gift Specifications,
 - i. Participant's Signature Only if age 18 or older, Participant's Signature and Parent/Guardian Contact Information if age 16 and 17, Parent's Signature if under the age of 16, and
 - j. Witness and Disinterested Witness Signature Required **Only if** adult (18 or older) is physically unable to sign including due to terminal illness or injury.

II. Documentation

DHSS created a paper enrollment application for individuals who do not want to sign up online or at the Division of Motor Vehicle offices. Mail the completed enrollment application to: Missouri Organ and Tissue Donor Program - Missouri Department of Health and Senior Services, PO Box 570, Jefferson City, MO 65102-0570, or fax the completed form to 573-522-2898, or scan the completed form (with signature) in PDF format and send it via email to organdonor@health.mo.gov.

DHSS also created a removal form for individuals who want to remove their names from the Registry. The form must be complete, signed and submitted to DHSS. The form can be mailed, faxed or emailed using the same process as noted for the paper enrollment application.

III. Confirmation Letter

Once DHSS receives and processes the paper request, a confirmation letter will be sent to the applicants notifying them that they have been added or removed from the Registry. The confirmation letter will be sent within 30 days of receipt of the request. A toll-free number is included in the confirmation letter to allow registry participants to request additional information or to cancel the enrollment request.

IV. Confidentiality of Records

All registry requests, information and correspondence are kept in a secure and confidential manner that is consistent with DHSS policies. Only persons with authorized access to the Registry have access to confidential registry information.

Missouri statute 194.304 specifies:

1. The department of health and senior services shall establish or contract for the establishment of a first person consent organ and tissue donor registry.
2. The department of health and senior services and the department of revenue shall advise the individual that he or she is under no obligation to have his or her name included in the first person consent organ and tissue donor registry.
3. An individual who agrees to have his or her name in the first person consent organ and tissue donor registry has given full legal consent to the donation of any of his or her organs or tissues upon his or her death as recorded in the registry or as subject in subsection 2 of this section.
4. An individual may withdraw his or her consent to be listed in the first person consent organ and tissue donor registry as indicated in this section. The department of health and senior services and the department of revenue shall provide information to an individual advising them that withdrawal of his or her consent to be listed in the registry does not constitute a refusal to make an anatomical gift of the individual's body or part, and that his or her agent or any person listed in section 194.245 having priority to make an anatomical gift on behalf of the individual may make a gift of the individual's body or part.
5. The department of health and senior services and the department of revenue shall provide information advising the individual that if he or she wants to bar other persons from making an anatomical gift of his or her body or part, the individual must execute a refusal under section 194.235.